

WISCONSIN ASSOCIATION of FCCLA
Bylaws (Revised 4/2009)
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WISCONSIN ASSOCIATION of FCCLA

BYLAWS (Revised 4/2006)

ARTICLE I NAME, GOAL AND PURPOSES

Section 1. Name

The name of this organization shall be the Wisconsin Association of Family, Career and Community Leaders of America, Inc. The name shall be used only by the state association. The letters FCCLA may be officially used to designate the Wisconsin Association. Local chapters shall be known as [name of school (*state*) chapter of the state association and national organization]. The name Family, Career and Community Leaders of America shall be used only by chapters chartered by the state association and national organization.

Section 2. Affiliation

This association is an affiliate of the Family, Career and Community Leaders of America, Incorporated (hereinafter "the national organization"), a national organization incorporated in the District of Columbia.

Section 3. Sponsors

The Wisconsin Association of FCCLA is sponsored by the Wisconsin Department of Public Instruction.

Section 4. Mission

The FCCLA mission is to promote personal growth and leadership development through Family and Consumer Education. Focusing on the multiple roles of family member, wage earner and community leader, members develop skills for life through: character development; creative and critical thinking; interpersonal communication; practical knowledge; and vocational preparation.

Section 5. Purposes

FCCLA's eight purposes are:

1. To provide opportunities for self-development and preparation for adult life;
2. To strengthen the function of the family as a basic unit of society;
3. To encourage democracy through cooperative action in the home and community;
4. To encourage individual and group involvement in helping achieve global cooperation and harmony;
5. To promote greater understanding between youth and adults;
6. To provide opportunities for making decisions and for assuming responsibilities;
7. To prepare for the multiple roles of men and women in today's society; and
8. To promote family and consumer sciences and related occupations.

ARTICLE II ORGANIZATION

Section 1. Structure

The Wisconsin Association FCCLA shall be a chartered state association of the national organization and shall be made up of all affiliated local chapters composed of individual residents of this state who are members of the national organization and state association.

Section 2. Affiliated Local Chapters

Students possessing the qualifications for membership listed in Article III and who attend a public or private school in which Family and Consumer Education is offered may, with the support and consent of their teachers and their school administration, organize a local chapter and apply for a certificate of affiliation from the national organization.

Section 3. FCCLA Chapters

An affiliated member can be one of two kinds:

1. Comprehensive; or
2. Occupational

Section 4. Annual Requirements

Members of local chapters shall meet, organize, and adopt bylaws in accordance with state and national bylaws, elect officers, plan in-depth projects, and apply for membership in the state and national associations.

- A. The local chapter shall consist of an adviser and adequate officers to meet the obligations of the chapter.
- B. The adviser of the local chapter shall be a local instructor in family and consumer education.
- C. Local chapters shall hold a meeting each month or as often as necessary throughout the calendar year at such time and place as may be decided by the local chapter.

Section 5. Certification of Affiliation

A newly formed chapter shall be issued a certificate of affiliation (provided by national organization) through the state association upon submitting state and national dues and required information to the state association.

Section 6. Membership Cards

Membership cards shall be provided by the national organization.

ARTICLE III MEMBERSHIP

Section 1. Membership Categories

Membership in this organization shall be (1) active, (2) associate, (3) alumni, or (4) honorary.

Section 2. Active Membership

Students enrolled in any level of Family and Consumer Education including related occupational classes, or have successfully completed one course in Family and Consumer Education are entitled to membership. Such members may retain active membership during the time they are enrolled in school through grade 12. Active members shall be eligible to hold office, to make motions, and to vote.

Section 3. Alumni Membership

Any adult who has been an affiliated member shall be, upon payment of dues, regarded as an alumni member of the local, state, and/or national organization.

Section 4. Associate Membership

Any adult who shares the goals and purposes of the state and national organization and its programs and who wishes to support the continuing development of the FCCLA youth, shall be eligible for associate membership of the local, state and/or national organization.

Section 5. Alumni & Associate Organization

Alumni and associate members may collectively organize local and state level alumni chapters.

- A. Alumni & Associate membership will be renewed annually.
- B. Members in local communities can organize, adopt local bylaws in accordance with state and national bylaws, elect officers, and plan program activities.
- C. The activities of the local in-school and alumni chapters, shall be coordinated and supportive of the organization's goal and purposes.
- D. A local Family and Consumer Education instructor should serve as adviser-liaison to the alumni chapter.

Section 6. Honorary Members

- A. Any individual who has rendered outstanding service to the association by advancing its purposes shall be eligible for honorary membership in the local or state organization. Honorary members shall have the privilege of attending all meetings, but shall have no vote.

- B. The awarding of honorary memberships for any one year shall not be limited for each local chapter, but shall be limited to four awards for the state association.

ARTICLE IV DUES, FISCAL YEAR

Section 1. State and National Dues

- A. The management of national dues shall be determined by the National Board of Directors.
- B. The amount of state dues shall be determined by the Board of Directors and State Executive Council subject to the approval of the membership.
- C. State honorary members pay no dues.
- D. Local chapter dues are to be determined by the local chapter subject to the approval of its members.

Section 2. Fiscal Year

The fiscal year of the Wisconsin Association of Family, Career and Community Leaders of America shall be September 1 to August 31.

ARTICLE V ASSETS

Section 1. Dissolution of Liquidation

Upon final dissolution or liquidation of the Wisconsin Association of Family, Career and Community Leaders of America Incorporated, also known as Wisconsin Association of FCCLA, and after discharge or satisfaction of all outstanding obligations and liabilities, the remaining assets of the Wisconsin Association shall be transferred to a qualified exempt organization within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1954, as amended.

ARTICLE VI STATE OFFICERS

Section 1. State Officers

The elected state officers of the Wisconsin Association of FCCLA shall be a President, a First Vice President, a Vice President of Finance, a Vice President of Parliamentary Law, a Vice President of STAR Events, a Vice President of Public Relations, a Vice President of Community Service, a Vice President of Career Development, a Vice President of National Programs, and a National Officer Candidate/Vice President of National Correspondence

Section 2. Duties of State Officers

- A. It shall be the duty of all officers to:
 - 1. Attend all meetings called by the state president and adviser;
 - 2. Serve as a member of at least one committee;
 - 3. Share concerns in the region;
 - 4. Assist in the development of the state publication;
 - 5. Promote and encourage membership throughout the state;
 - 6. Assist local chapters when called upon; and
 - 7. May select a state theme to meet the changing needs of the state association; and
 - 8. Serve as a member of the State Executive Council;
- B. The President shall preside over all business meetings of the state organization and of the State Executive Council.
- C. The First Vice President shall assume responsibility in the absence of the president and shall keep the minutes of all state meetings and meetings of the State Executive Council.
- D. The Vice President of Finance shall report on the financial standings of the state organization at all state meetings and meetings of the State Executive Council.
- E. The Vice President of Parliamentary Law shall provide leadership in assuring that the business sessions for the state organization and meetings of the State Executive Council are conducted in accordance with acceptable parliamentary law.
- F. The Vice President of STAR Events shall provide leadership in planning and implementing the organization's STAR Events.
- G. The Vice President of Public Relations shall provide leadership in promoting the state association and its mission.
- H. The Vice President of Community Service shall provide leadership in planning and implementing the organization's community service programs.
- I. The Vice President of Career Development shall promote occupational chapter membership and activities.

- J. The Vice President of National Programs shall provide leadership in planning and implementing the organization's individual recognition and peer education programs.
- K. The National Officer Candidate/Vice President of National Correspondence shall represent the state association as a National Officer Candidate at the National Leadership Conference and serve as a liaison between the state and national associations.

Section 3. Term of Office

- A. All State Officers shall be elected annually by a majority vote of the voting delegates present at the State Leadership Conference.
- B. All National Officer Candidates will be elected by a majority vote of the voting delegates present at the State Leadership Conference.

Section 4. Vacancies

- A. If a state officer other than the President cannot fulfill his/her duties, the state adviser in conjunction with the State President may appoint an officer candidate or other interested member to fill the position.
- B. The First Vice President will assume the duties of the office of president in the event the office of the president becomes vacant. The First Vice President can also assume designated assignments or responsibilities if the president can not meet the requirements of these activities or responsibilities.
- C. If there is no candidate for the office of National Officer Candidate/Vice President of National Correspondence or a National Officer Candidate is elected to serve on the National Executive Council, the office of National Officer Candidate/ Vice President of National Correspondence will be vacant for the remainder of the year.

ARTICLE VII NOMINATION AND ELECTION OF STATE OFFICERS

Section 1. Nomination of State Officers

- A. A chapter that has been in existence for one year may run one candidate per year.
 - 1. The local chapter adviser, a Family and Consumer Education teacher regularly employed by the school district, shall be the state officers' adviser.
 - 2. During the candidate's potential officer term (the following school year), the candidate must be a member of a chapter that has been in existence for one year. (This generally refers to junior-senior high chapter transitions.)
- B. The nominees shall be selected from candidates submitted by chapters and approved by the screening committee.

Section 2. Eligibility of State Officer Candidates

- A. The following specified officer candidates must meet the forthcoming requirements.
 - 1. To be a candidate for President and First Vice President, the member must have served at least one year on the State Executive Council before being elected.
- B. All members of the Wisconsin Association are eligible for a national office so long as they meet all the requirements set by the national organization, found in the national bylaws. They must then apply for the position of National Officer Candidate/Vice President of National Correspondence.
- C. The State President is not eligible to be a candidate for a national office during his/her year as State President.

Section 3. Election Procedures

- A. Screening committees organized by the state adviser will screen officer candidates.
- B. The offices of the President and the First Vice President shall be determined by the number of ballots cast for the office of the State President. The candidate with the most votes shall fulfill the office of the president and the second candidate will fulfill the office of the First Vice President.
- C. The designation of each state office other than President and First Vice President shall be determined by the incoming State Executive Council facilitated by a qualified individual.
- D. In the event of a tie between candidates for a state office, the screening committee score decided at the time of officer candidate screening will be the determining factor.
- E. The state adviser in cooperation with the screening committee can appoint officer candidates to existing or created positions to meet the yearly needs of the organization.

ARTICLE VIII MEETINGS AND DELEGATES

Section 1. Meeting and Delegates

- A. A State Leadership Conference shall be held annually at such time and place as may be determined by the State Executive Council.
- B. Each local chapter shall be entitled to two voting delegates to the State Leadership Conference who shall represent the local chapter in the delegate business meeting, balloting, and regional meetings. The number of regular delegates will be determined by the State Executive Council.
- C. At the National Leadership Meeting, one voting delegate shall be the state president. The state adviser will appoint additional voting delegates if appropriate.
- D. National officers shall be ex-officio members of the executive council.

ARTICLE IX BOARD OF DIRECTORS

Section 1. State Adviser/Duties

- A. The state adviser shall be a consultant of Family and Consumer Sciences Education for the Wisconsin Department of Public Instruction.
- B. State Adviser--It shall be the duty of the adviser to:
 1. Serve as administrative officer of the organization;
 2. Serve as consultant to the Board of Directors for the association;
 3. Direct the work of the organization;
 4. Advise on matters of policy with the State Executive Council, delegates, and committees;
 5. Keep permanent records of state meetings and activities;
 6. Serve as ex-officio member of all committees;
 7. Receive applications and issue charters to local chapters;
 8. Assist with plans for the selection of state officers;
 9. Guide newly elected officers in carrying out their individual and executive council responsibilities;
 10. Assume responsibility for handling the finances and fiscal policies of the state association and to initiate a CPA audit of the organization at the close of each fiscal year.
 11. Care for all legal matters.
 12. Assume responsibility for handling the finances of the state association;
 13. Give assistance in planning the State Leadership Conference;
 14. Prepare and submit a budget plan to the State Executive Council;
 15. Direct state scholarship programs; and
 16. Help determine the place and time for State Executive Council meetings and conferences.

Section 2. Board of Directors

- A. There shall be a Board of Directors including the advisers of the officers. The state president's adviser shall be chairperson of the board.
- B. The duties and responsibilities of the Board of Directors shall be as follows:
 1. Formulate and determine the general program as shall be deemed necessary for the administration and development of the association in accordance with its stated goals and purposes;
 2. Advise the state adviser on the work of the organization;
 3. Serve in an advisory capacity to the State Executive Council for the development of the state association and shall possess the power of approval;
 4. Determine the procedure for electing officers and conducting other business of the organization in case annual meetings cannot be held due to an emergency.

ARTICLE X STATE EXECUTIVE COUNCIL

Section 1. Membership of Council

The executive council shall be made up of the state officers (as identified in Article VI, Section 1).

Section 2. Committee Appointments

Committees, that include members in addition to state officers, may be appointed by the president and state adviser when needed. Members can be appointed from suggestions submitted by local advisers to the executive council.

ARTICLE XI

INDEMNIFICATION

Any person made party to any action, suit, or proceeding, by reason of the fact that such person is or was an officer or member of the Board of Directors of this corporation, shall be indemnified by this corporation, to the full extent permissible under the laws of this state which govern nonprofit corporations, against expenses actually incurred by such person in defense of such action, including judgments, fines, or amounts paid in settlements of such actions, provided such person acted in good faith and within the proper scope of his or her authority in service to this corporation.

ARTICLE XII

AMENDMENTS

Section 1.

Amendments to Bylaws

Amendments to the state bylaws shall be submitted in writing at any annual meeting of the state association. Amendments must be submitted through the State Executive Council. Local chapters may submit amendments to the State Executive Council at least 90 days before the annual state meeting; if approved by the council, they shall be submitted to the annual meeting, provided that notice of the amendments is circulated to all chapters for distribution to voting delegates thirty days prior to the annual state meeting. Amendments may be adopted by a two-thirds vote of the voting delegates present.

Section 2.

Proposed Amendments

Only the Board of Directors, State Executive Council or a certified local chapter in this state may propose to alter, amend or repeal these bylaws.

Section 3.

Notification to National

Copies of the amendments to the state association bylaws shall be submitted to the national organization.

ARTICLE XIII

PARLIAMENTARY AUTHORITY

Section 1.

Robert's Rules of Order

Robert's Rules of Order as amended, govern the business of the Wisconsin Association of FCCLA in all cases in which they are applicable, to the extent in which they are not inconsistent with these bylaws.

Section 2.

A Qualified Parliamentarian

A qualified parliamentarian shall be available when needed to assist with conducting the business of the organization.

ARTICLE XIV

REGIONS OF THE ASSOCIATION

Section 1.

Assignment of FCCLA Regions

- A. The state shall be divided into seven FCCLA regions.
- B. Each school district will be assigned to one of the seven regions.
- C. Regions may be designated for specific activities of the association.

Section 2.

Exemptions

School districts can petition the state association to be reassigned to another FCCLA region. The state adviser and the Board of Directors will approve/disapprove such requests.

